

# GIFTS

## GIFTS FROM OUTSIDE SOURCES

### **What gifts are not acceptable?**

- An employee may not accept a gift:
    - that is offered because of the employee's Government position, or
    - from someone:
      - with business before the Department,
      - seeking business with the Department,
      - regulated by the Department, or
      - with interests that could be affected by performance of the employee's duties
- unless acceptance is permitted under exceptions in ethics gift regulations.*

### **What gifts are acceptable?**

- Exceptions in the gift rules permit employees to accept:
  - gifts from relatives and friends that are based on a personal relationship,
  - gifts of \$20 or less (if not in cash and if all gifts from the donor that year total \$50 or less),
  - gifts of meals, lodging, and transportation based on outside business or employment (or that of the employee's spouse), and
  - invitations to "widely-attended" events *if a supervisor approves as benefitting the agency.*

## GIFTS BETWEEN EMPLOYEES

### **Are there any limits on gifts between employees?**

- Yes. An employee may not give a gift to a supervisor or accept a gift from a subordinate, unless the gift is:
  - \$10 or less (on an occasional basis);
  - for a major life event, such as a wedding, birth of a child, or retirement;
  - food shared in the office; or
  - personal hospitality at one's home or a gift to a host or hostess (of appropriate value).

### **May an employee give a gift to a subordinate?**

- Yes. Ethics rules do not restrict gifts from supervisors to subordinates.

## GIFTS TO THE GOVERNMENT

### **May an employee accept a gift on behalf of the employee's agency?**

- Yes, *provided that* the employee has authority to accept such gifts, it supports agency activities, acceptance will not create an appearance of loss of impartiality, and, if it is a travel gift, it was not solicited.



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**Ethics Law and Programs Division**  
**Office of the General Counsel – AGC/Admin**  
**United States Department of Commerce**  
**202-482-5384 – [ethicsdivision@doc.gov](mailto:ethicsdivision@doc.gov)**

## A WORD ABOUT ETHICS